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OFFICE OF THE DIRECTOR

Action Memorandum No. 104

Date 8 MAR 1963

TO : Chief, Technical Services Division

VIA : Deputy Director (Plans)

SUBJECT : Delinquent Fitness Reports

REFERENCE:

1. You are aware of my interest in the quality of fitness reporting in the Agency and can appreciate, I am sure, that timeliness is a critical consideration. You should be concerned, as I am, that there remain outstanding three reports, due before the end of 1962, for which you are responsible.

2. Please advise me by 10 March what action you have taken to remove these delinquencies.

(Signed) Marshall S. Carter

Marshall S. Carter
Lieutenant General, USA
Deputy Director

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